

**PAROLEE SERVICES NETWORK
REGIONAL MEETING
Kern County Mental Health
3300 Truxtun Avenue
Bakersfield
October 8, 2008**

PRESENT:

Elvira Diaz – ADP

Barry Sturm – Div of Addiction & Recovery Svcs

Carol Cole – KCMH SA Admin

Chris Willis – WestCare

Felicia Skaggs – KCMH Gate Team

Emma Mondragon – KCMH SA Admin

Ramona Elizondo – KCMH Gate Team

Cindy Nules – Div of Addiction & Recovery Svcs

Sandra Gates – KCMH SA Admin

Oscar Acosta – WestCare

Lily Alvarez – KCMH SA Admin

SUMMARY MINUTES:

1. **Introductions:** Accomplished.
2. **Approval of July 9, 2008 meeting minutes:** Motions to approve minutes by Acosta / Diaz; approved all ayes.
3. **Follow-up items:**
 - A. Page 1, Item 3 A: *Ms. Alvarez indicated that dual diagnosis information may be able to be obtained through the ASI and CalOMS to determine prevalence, and would follow up through those sources, although the information may not be able to be specific to PSN.* Ms. Alvarez reported that there have been a number of problems with the CalOMS system and asked for a short meeting after this meeting to discuss them with Ms. Diaz.
 - B. Page 2, Item 3 C: *A meeting involving College Community Services staff and the parole agents for the Lake Isabella and Ridgecrest areas will be planned to discuss the under-utilization of slots.* Ms. Alvarez reported that this continues to be a problem, and gave a brief background on the problems caused when PSN slots are not filled in these areas. Ms. Diaz questioned whether Division of Addiction & Recovery (DARS) staff could meet with the DARS administrator and the local CDCR district administrator to help resolve the situation; Ms. Nules responded in the affirmative. Members discussed the issue of clients being referred directly to the clinic instead of through the gatekeeper; all agreed that the client should be accepted regardless.



- C. Page 3, Item 3 E: *Status of the FY 2008-09 PSN Work Plan*. Ms. Alvarez reported that the Work Plan has been submitted. Ms. Diaz will meet with Ms. Alvarez after the meeting to review the Work Plan.
- D. Page 3, Item 4 A: *Ms. Diaz questioned whether Kern County would be interested in participating in a four-hour session with other region counties*. Ms. Diaz reported she is waiting until after the November election to organize the meeting, due to the possible passage of Proposition 5 (NORA).
- E. Page 4, Item 4 A: *Ms. Alvarez asked that DARS provide data on ethnicity, sex, length of stay, treatment levels, and successful discharges*. Ms. Alvarez questioned the status of the data; Ms. Nules will include a response in her report section.

4. State ADP Issues:

- A. Ms. Diaz reported that other PSN providers have asked for clarification on the required Form 850 fire clearance for ADP license and certification. Recognizing that fire department rules differ from county to county, ADP has adopted the requirement that if the fire clearance has an expiration date, that date will be used to determine validity. If there is no expiration date, the existing fire clearance in effect will be used. Ms. Alvarez added that she is meeting with local fire officials, in light of changes in the law, to be proactive in making sure all programs are compliant.
- B. Ms. Diaz distributed a fact sheet ADP released on substance abuse and domestic violence.
- C. Ms. Diaz distributed an analysis of Proposition 5 done by the State Attorney General's office. The analysis provides information on the impacts should the proposition pass.
- D. Ms. Diaz reported that DARS and PSN staff held a joint meeting to discuss the vision for PSN and planning for joint resolution of problems. It was decided that site reviews will be more intensive, including a more thorough review of personnel files to determine counselor credentials, identifying health and safety issues in residential facilities and sober living environments, and sitting in on a group session. The OCJC is re-evaluating its policy on unannounced visits. PSN issued a policy letter last year indicating that site visits would be announced; as a result of the joint meeting, staff agreed that they should adopt a policy that allows either announced or unannounced visits. No final determination has yet been made, but county administrators will be notified when a determination is made. Ms. Diaz will begin her site visit schedule this year with Kern County, as she was not able to conduct any here last year. Ms. Alvarez felt that the county is well prepared, as monitoring is done on a regular basis in those areas, and offered to share the results.

Ms. Alvarez questioned whether the joint meeting addressed allocation methodologies. Ms. Diaz responded that they did not, however, they did discuss the fact that PSN has never been thoroughly evaluated. The program is in its 18th year, and ADP would like to invest resources into conducting an evaluation. Ms. Alvarez reported that there had been recent discussion about the early release of 40,000 parolees; the estimated number that would be returning to Kern County was more than 1,300. When reviewed compared to other county parolee populations and PSN allocations, Kern County appears to be greatly under-funded. Ms. Diaz responded that ADP staff have not been able to find information on how the original PSN allocation formula was developed and what criteria was used to make the original allocations. ADP staff will look at the criteria that should be used, especially in light of the legislation that has triggered the early release of more parolees, and allocate resources accordingly.

- E. Ms. Diaz introduced discussion on the employment challenges for parolees.
- F. Ms. Diaz asked for information on local utility providers; she will ask during site reviews about what impact recent rate hikes have had on programs. Rates will be raised again in January.

5. State CDCR Issues:

- A. Ms. Nules distributed and reviewed copies of a comparison chart of CDCR continuing care programs. Ms. Alvarez questioned which programs were available in Kern County; Ms. Nules responded all of the programs are here. Ms. Alvarez expressed concern that some local providers used for these programs are not known to the County. Members discussed recent local events in which CDCR was in the media spotlight due to controversial housing of sex offenders. Ms. Diaz will put the issue on the agenda for the planned administrator's regional meeting. Ms. Alvarez indicated that when problems are brought to light in the community, it is the county who is contacted, and not the providers for these programs, and felt that better communication is needed. Ms. Nules agreed to take the issue back to CDCR for discussion. Ms. Nules will send Ms. Alvarez a list of CDCR providers for Kern County.

Members discussed services that might be available to parolees and the limited services that are available locally through the county. Ms. Alvarez reported that static capacity in Kern County is about 2,500, with 78% of the capacity is filled by Prop 36 or dependency court clients, and there is no capacity for the expected early release parolees. Where will the parolees receive services? Ms. Diaz will take the information to ADP management.

- B. Ms. Nules distributed and discussed a CDCR news release announcing the launch of a parole violation decision-making instrument to help agents assess risk and needs in determining sanctions.

- C. Ms. Nules distributed and discussed a letter addressing Female Offender Treatment and Employment (FOTEP) dual compensation.
- D. Ms. Nules distributed and reviewed a news release regarding their new "Trauma Informed Substance Abuse Treatment Program."
- E. Ms. Nules reported that when DARS conduct their site visits they will also do walk-through assessments to ensure the facilities are safe and clean. Ms. Alvarez questioned whether the ADP and DARS visits would be separate or coordinated; Ms. Nules and Ms. Diaz responded that they will be coordinating the visits to make sure they are not visiting the same facilities. Ms. Nules added that they will also be coordinating monitoring tools, and CDCR will share their client questionnaire with ADP.
- F. Ms. Nules announced that free mandatory ethics training for counselors is being planned, which will include free CEUs. The training will focus on ethics, boundaries and burnout.
- G. CDCR will also review the funding levels, but will start with an evaluation of the program.
- H. Ms. Nules asked that Ms. Alvarez e-mail her data needs. CDCR has a new data system and they are looking at the data elements being collected to see if PSN can be included in the data stream. CDCR will meet with ADP to streamline their data to get rid of unneeded elements. Ms. Alvarez questioned whether the information submitted quarterly on the admissions and discharges was available; Ms. Nules asked that Ms. Cole e-mail her the information needed.

Ms. Diaz added that CDCR and ADP are working to consolidate the reports that providers are required to submit.
- I. Ms. Nules reported that free workforce development training is offered to providers who are a DARS funded program. Ms. Nules agreed to send the link information; Ms. Diaz added that it the information is available on ADP PSN website.
- J. Ms. Nules that CDCR is working on various RFPs and amendments; the RFP information is published on the Department of General Services website. The required registration process will initiate automatic updates to registrants.

6. Kern County Parole Issues: Not present.

7. Provider Issues:

- A. WestCare: Mr. Acosta reported they have 4 PSN residential beds and 3 are filled. Mr. Acosta asked that Ms. Cole provide training for their PSN replacement that does their paperwork.

Mr. Acosta reported on a homeless client that stayed at their facility for about five days and then left. They were not able to complete all of the paperwork on him.

Mr. Willis reported they had 2 successful discharges in July, 3 in August, and 1 in September.

Mr. Willis shared a success story that ran in WestCare's newsletter. Ms. Diaz and Mr. Willis will exchange information in order to see if the client will consent to having the story posted on the PSN website.

- B. Mental Health Gate Team: Ms. Elizondo asked that WestCare be more diligent in submitting their month-end report to Maria.
- C. College Community Services: Not present.

8. Mental Health Issues:

- A. Ms. Alvarez introduce discussion regarding whether it was possible that parolee referrals to substance abuse could all go through the gatekeeper, and the gatekeeper could place a parolee in any of the CDCR programs. The system set up now places the program referral on the parole agent. Ms. Nules responded that program participation is based on commitment criteria known to the agent, and do not rely on self-disclosure.
- B. Ms. Alvarez reported that the county's substance abuse providers will begin using the Department's electronic medical records data system beginning in January.
- C. Ms. Alvarez reported that the Department sponsored training on CalOMS data. The information provided was very beneficial. Ms. Diaz suggested that the training be offered to the local DAPO and DARS staff.
- D. Ms. Alvarez thanked WestCare staff for their work in making the recent Run for Recovery event very successful. Over 400 people participated in the event. Ms. Diaz asked that any print coverage on local programs be shared with ADP.
- E. Ms. Alvarez reported that it costs about \$200 per month for the specific phone line needed to send data to DARS. The cost will be included in the Work Plan this year.

9. Next meeting **January 14, 2009, at Kern County Mental Health Administration.**

LA:cc

Attachments to original minutes:

ADP LCD Guidance on Fire Clearance Requirements – *ADP*
Report by State Attorney General on Prop 5 – *ADP*

Continuing Care Chart – *CDCR*
CDCR news release – *CDCR*
CDCR letter re FOTEP dual compensation – *CDCR*
CDCR news release – *CDCR*
Client success story – *WestCare*